

LegalTrac Navigation Guide

LegalTrac gives researchers instant access to a comprehensive range of major legal publications. Each title included in LegalTrac is selected on the basis of criteria provided by a special advisory committee of the American Association of Law Libraries. Each year LegalTrac's content is reviewed and enhanced based on the committee's recommendations. By consolidating all of these legal publications in one database, LegalTrac makes it easy to obtain relevant information in one seamless search.

Sources:

- Over 1,322 indexed titles (87 full-text; 78 with images)
- Law Reviews
- 7 Legal Newspapers
 - Los Angeles Daily Journal
 - Chicago Daily Law Bulletin
 - New York Law Journal
 - Pennsylvania Law Weekly
 - New Jersey Law Journal
 - Legal Times
 - National Law Journal
- International Legal Publications (from English-speaking countries)
- Law Specialty Publications
- Bar Association Journals
- Law-Related Articles from over 1,000 Business & General Interest Periodicals


Date Range All sources: Indexing 1980 to present

Getting Started:

The screen will ask you to select a collection to search. Under the **LegalTrac** description, click on the link **Start Searching** to go to the search screen.

Search Options:


There are 4 different types of searches you can perform in the LegalTrac database. You can search by articles by subject or keyword. For those who want to do a "power search," an advanced search option is available. The advanced search can be as simple or as complex as you would like. The other search feature is the relevance search that is similar to Web searching. The results list from a relevance search will display those articles that most closely match your topic first.


INFOTRAC

- Help - Search
- Title List
- **Subject guide**
- Relevance search
- Keyword search
- Advanced search
- Start over

Back to ...

- Gale Group Databases

 **Gale Group Trials**
LegalTrac

Subject guide search
Click in the entry box and enter search term(s)

Browse listing of subjects, people, products, locations and organizations that contain words you entered

Limit the current search (optional)
by date ☒ all dates ☐ before ☐ on ☐ after
☐ between and

to the following journal(s)
to entries containing the word(s)

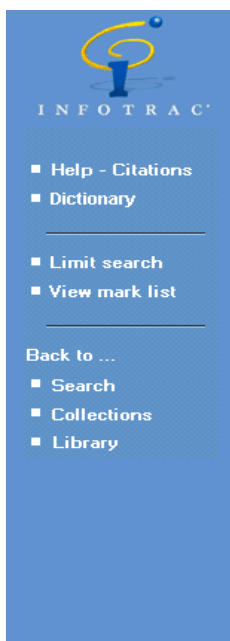
History

No Search Results

Subject Search:

Many times the Subject search will be the default search. If it is not, click on the link **Subject Guide** in the blue area on the left-hand side of the screen. This will allow you to search your topic by subject.

If you type in your topic and no matching Subject Heading is found, InfoTrac automatically defaults to a Keyword Search. This means that you'll see a citation list NOT the Subject Guide.



No exact matches in the Subject Guide. Citations found with Keyword search.

Keyword search (in title, citation, abstract): malpractice cases

Citations 1 to 20 (of 620)



☐ **Notice of intent and affidavit or merit issues in medical**

Mark **malpractice cases: impact on the statute of limitations.** (Tort Law)

Maureen C. Adkins.

Michigan Bar Journal June 1999 v78 i6 p550(4)

View [extended citation and retrieval choices](#)

☐ **The two-tiered cap on noneconomic damages in medical**

Mark **malpractice cases: a legislative "solution" creates myriad problems for the courts.** (Tort Law) Anne M. Schoepfle, Cameron R. Getto.

Michigan Bar Journal June 1999 v78 i6 p556(7)

View [extended citation and retrieval choices](#)

If InfoTrac does not find the subject terms you entered, InfoTrac Web will display a list of subject headings spelled similarly to the term you initially typed. You can click on the appropriate word to you to the subject heading.

There are several ways to refine a Subject Search:

Wildcards:

1. Asterisk (*) -- matches any number of characters
2. Question mark (?) -- matches an exact number of characters
3. Exclamation mark (!) -- matches one or no characters

Boolean Operators:

1. and
2. or
3. not

Restoration Marks:

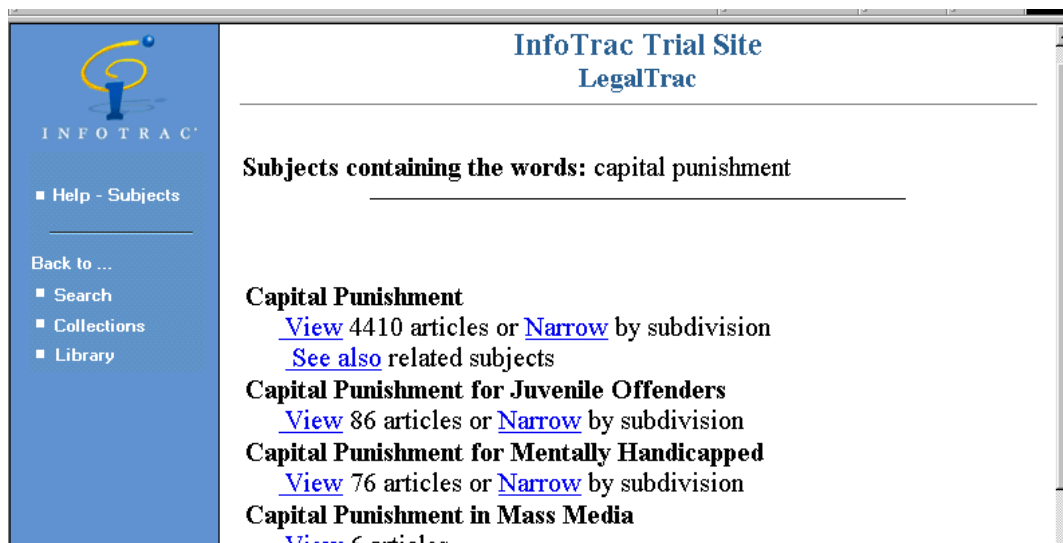
When phrases contain operators that are also stop words, like AND, you can use quotation marks ("...") to override the stop words. By using quotation marks, InfoTrac will search for all the words together.

e.g. "crime and delinquency"

In this example, InfoTrac will look for the phrase **crime and delinquency** rather than the word **crime** and the word **delinquency** separately.

Let's try a **Subject Search**

1. Click in the rectangle slot and type the words **capital punishment**. Click on the Search button to start the search.
2. The subject guide list will be displayed on the screen. There are several different types of materials to select depending on your research needs.



3. Click on the link **View** or **See also** to see the articles or **narrow** to further refine your search.

Keyword Search:

A Keyword Search looks for the word or words entered. Results are listed from most recent to oldest publication date.

There are several ways to refine a Keyword Search.

Wildcards:

1. Asterisk (*) -- matches any number of characters
2. Question mark (?) -- matches an exact number of characters
3. Exclamation mark (!) -- matches one or no characters

Boolean Operators:

1. and
2. or
3. not

Order of Operators:

When using more than one Boolean operator, InfoTrac evaluates them in this order:

1. and, not
2. or

Nesting Operators: (...)

If you want to override the order of operators, you can use parenthesis so certain terms are searched together.


Restoration Marks:

When phrases contain operators that are also stop words, like AND, you can use quotation marks ("...") to override the stop words. By using quotation marks, InfoTrac will search for all the words together. (see reference on p. 3)

Let's try a **Keyword Search**

Click on the link **Keyword Search** in the blue area on the left-hand side of the screen. This will allow you to search your topic by keywords. A keyword search will look for the words in your topic in the title, citation, and abstract.

1. Click on the rectangle slot and type the word **euthanasia**. Click on the **Search** button to start the search.




INFOTRAC

- Help - Citations
- Title List
- Limit search
- View mark list


Back to ...

- Search
- Gale Group Databases







Gale Group Trials
LegalTrac



Keyword search (in title, citation, abstract): euthanasia

Citations 1 to 20 (of 515) 

☐ Select all items on this page

☐ **Why the Netherlands?** Raphael Cohen-Almagor.
Mark *Journal of Law, Medicine & Ethics* Spring 2002 v30 i1 p95(11)
View [text and full content retrieval choices](#)
or [11 full pages PDF](#)  

☐ **Euthanasia, Death with Dignity and the Law.** (book review) B.
Mark Mahendra.
New Law Journal Feb 8, 2002 v152 i7018 p179(1)
View [extended citation and retrieval choices](#)  

☐ **Morality and federalism.** (Editorial)
Mark *New Jersey Law Journal* Dec 10, 2001 v166 i11 p22(1)
View [text and full content retrieval choices](#)
or [1 full page PDF](#)  

InfoTrac returned 515 articles including full-text articles with PDF files available.

2. There are times when you may want to limit your search. In the blue area on the left-hand side of the screen is a **Limit Search** link. Click on that link.

3. You will have several options that will allow you to limit your search. You can limit by date, by journal title, or by entering another word or words.
4. Click on the **Submit** button when you are ready to re-execute the search with the limits included.

Relevance Search:

A Relevance Search will look for the word(s) you enter. The results will be listed according to their relevance to the search terms. This is determined by where the words appear in the article (title, text, etc.) and how closely they match the original search terms (exact match, word variant, etc.)

There are several ways to refine a Relevance Search.

**Gale Group Trials
LegalTrac**

Limit the current search

by date ☒ all dates ☐ before ☐ on ☐ after
☐ between

to the following journal(s)

to entries containing the word(s)

Submit

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Wildcards:

Wildcards are NOT needed in a Relevance Search since variations of the terms entered are searched.

Exact Words/Phrases:

Enclose searches that are for exact words or phrases with quotation marks ("...").

e.g. "crime investigation"

Inclusion of Specific Terms:

Place a plus sign (+) before a term or terms to ensure that InfoTrac does search for that part of the word or phrase. Any results that do not include the term or terms with a plus sign before it will be rejected.

e.g. +folic acid

InfoTrac will look for only the articles that have the word acid in them and also include the word folic. Any articles with just the word acid without the word folic will not appear in the results list.

Exclusion of Specific Terms:

Place a minus sign before term or terms to ensure that InfoTrac does not search for that part of the word or phrase.

e.g. -cuban jazz

InfoTrac will search for articles with the word jazz in them but will not include any articles that also include the word Cuban in the results list.

Let's try a Relevance Search

Click on the **Relevance Search** link in the blue area on the left-hand side of the screen. The articles that are considered to be the most relevant to your search terms will be listed first. The results list will NOT be listed by most current first.

Click in the rectangle slot and type the words **+texas "death penalty."** Click on the Search button to start the search.

1. InfoTrac will look for only the articles that have the words **death penalty** in them and also include the word **texas**. Any articles with just the words **death penalty** without the word **texas** will not appear in the results list.

The screenshot shows the InfoTrac LegalTrac interface. On the left is a blue sidebar with navigation links: 'Help - Citations', 'Limit search', 'View mark list', 'Back to ...', 'Search', 'Collections', and 'Library'. The main content area has a header with the 'InfoTrac Trial Site LegalTrac' logo. Below the header, it displays the search criteria: 'Relevance search (in title, citation, abstract): texas "death penalty"'. A pagination bar shows 'Citations 1 to 20 (of 36)'. Two search results are listed, each with a checkbox, a 'Mark' button, the article title, source, date, and a 'View' link to abstract and retrieval choices. The first result is 'Death penalty system in turmoil; report says indigent defense underfunded in Texas, making situation "desperate."' by Mark Hansen, from the ABA Journal, July 1993. The second result is 'Pillory and the death penalty. (Texas)' by David Cole, from the Legal Times, Nov 28, 1994. A 'History' button is at the bottom right of the results area.

InfoTrac Trial Site
LegalTrac

Relevance search (in title, citation, abstract): texas "death penalty"

Citations 1 to 20 (of 36)

☐ **Death penalty system in turmoil; report says indigent defense underfunded in Texas, making situation "desperate."** Mark Hansen.
ABA Journal July 1993 79 p32(1)
81% texas, death, penalty
View [abstract and retrieval choices](#)

☐ **Pillory and the death penalty. (Texas)** David Cole.
Mark *Legal Times* Nov 28, 1994 v17 n28 p23 col 1 (25 col in)
81% texas, death, penalty
View [extended citation and retrieval choices](#)

History

Limit Search:

1. There are times when you may want to limit your search. In the blue area on the left-hand side of the screen is a **Limit Search** link. Click on that link.
2. You will have several different options that will allow you to limit your search. You can limit by date, by journal title, or by entering another word or words.

- Click on the **Submit** button when you are ready to re-execute the search with limits included.

Advanced Search:

The Advanced Search provides searchers with the most control. There are several different ways to refine your search.

Wildcards:

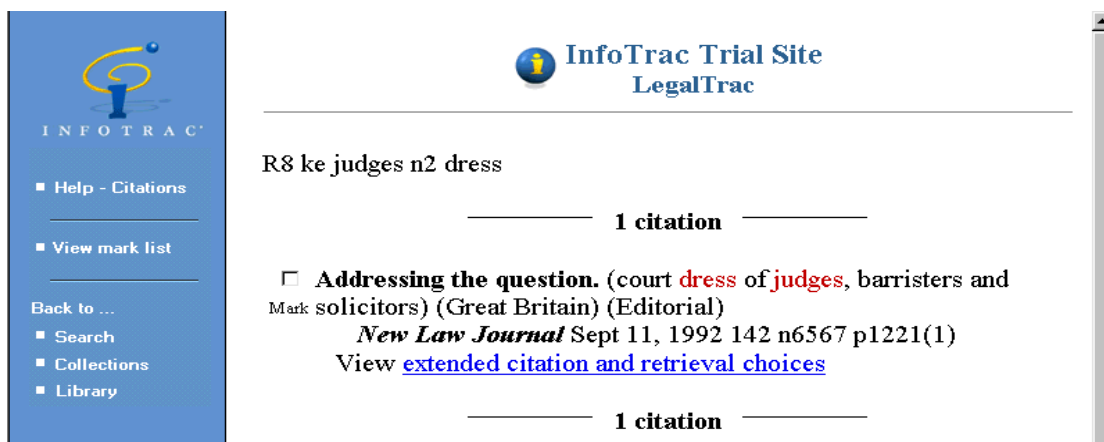
- Asterisk (*) -- matches any number of characters
- Question mark (?) -- matches an exact number of characters
- Exclamation mark (!) -- matches one or no characters

Boolean Operators:

- and
- or
- not

Proximity Operators:

- Wn--finds essays containing the specified words in the specific order within the number of words you indicate:
e.g. lawyer w1 rights
- Nn--locates essays containing the words you specify within the number of words you indicate but the words can be in ANY order.
e.g. judges w2 dress



The screenshot shows the InfoTrac Trial Site LegalTrac interface. On the left is a blue sidebar with navigation links: Help - Citations, View mark list, Back to ..., Search, Collections, and Library. The main content area has a header with the InfoTrac logo and 'LegalTrac'. Below the header, the search query 'R8 ke judges n2 dress' is entered. The results show '1 citation'. The citation is from the 'New Law Journal' (Sept 11, 1992 142 n6567 p1221(1)) and is titled 'Addressing the question. (court dress of judges, barristers and Mark solicitors) (Great Britain) (Editorial)'. A link to 'View extended citation and retrieval choices' is provided. The citation count '1 citation' is repeated at the bottom of the results section.

Range Operators:

- | | |
|----------------------------------|-------------------|
| 1. Since | 6. before |
| 2. After | 7. It (less than) |
| 3. gt (greater than) | 8. < (less than) |
| 4. > (greater than) | 9 to |
| 5. ge (greater than or equal to) | 10. - |

Dates:

Dates can be written in several formats.

- January 12, 2000

2. 1/12/2000 (do NOT use dd/mm/yy format)
3. March 1999
4. 3/1998

Browsing:

If you're not sure which search terms to use, you can browse first. At the Advanced Search prompt screen, look in the drop-down menu of index abbreviations. Any index abbreviation followed by an equal sign (=) indicates a browseable index.

e.g. jn=

This will allow you to browse the list of journal titles included in InfoTrac.

Let's try an **Advanced Search**

Click on the **Advanced Search** link in the blue area of the screen. The Advanced Search can be as simple or as complex as you would like.

1. Click on the drop down menu in the search box area and select **ke** (keywords) from the drop down menu. Click in the search box after the ke code and type in **sandra day o'connor**.
2. Type **New York Times** in the box for Limit Current Search by Journal.
3. Click on the **Search** button to start the search. Your search should look like the following:

InfoTrac will look for *The New York Times* as a journal name, and it will also look for the keywords sandra day o'connor. The only articles that appear in the results list will be articles with the keywords sandra day o'connor in *The New York Times*.

Limit Search:

1. There are times There are times when you may want to limit your search. In the blue area on the left-hand side of the screen is a **Limit Search** link. Click on that link.
2. You will have several different options that will allow you to limit your search. You can limit by date, by journal title or by entering another word(s).
3. Click on the **Submit** button when you are ready to re-execute the search with limits included.

InfoMarks



An InfoMark at the top of any page indicates that the URL of the page *persists* even when the session is over. Persistent URLs can be bookmarked for future reference or copied into an electronic mail message or onto a Web page. InfoMarks lets you save and relaunch searches and embed them on Web pages, e-mail, word processing documents, and more. With a click of the mouse, you can access a comprehensive knowledge base that you have designed. InfoMarks is the premier tool for creating reading lists, course packs, study guides, content services, guidelines for special projects, bibliographies, training sites, electronic journal directories, and so much more. You could track a company, InfoMark the search, then revisit the new and updated data as often as you like.

For more information on how to use InfoMarks, refer to the web site www.galegroup.com/infomarks.

***For more information on LegalTrac, check out the Help feature located in the margin on the left-hand side. For technical support outside the U.S. and Canada, send an e-mail to globaltech@galegroup.com.